

SCLEND S Recommended Photograph Template

Fixed Fields

All Fixed fields as applicable.

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|---------|----------------------------------|
| 006/008 | Fixed-Length Data Elements |
| 007 | Physical Description Fixed Field |

Variable Fields

This is a listing of fields that a MARC record should have.

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|-----------|---|
| 020 | ISBN; or other numbering system; ISSN, UPC barcode, publisher number; if present on item. |
| 043 | Geographic area code |
| 049 | OCLC symbol (each library will need to add their symbol when record is edited.) |
| 082, 092. | One call number from a recognized scheme |
| 100 | Main entry - include/establish if applicable |
| 245 | Title statement |
| 260 | Publication data |
| 300 | Physical description |
| 500 | General note |
| 520 | Summary, etc. |
| 521 | Target audience note |
| 541 | Immediate source of acquisition note |
| 650 | At least 1 or 2 subject headings at appropriate level of specificity from an established thesaurus or subject heading system if available |
| 700 | Express primary added entry relationships and important title access information |